

Draft Minutes

Kingston Fire District
Board of Wardens Meeting
6/25/15

Present: Wardens Donald Cobb, Elizabeth McNab, Ina Sciabarrasi, Sandra Koerner. Also present were: Tax collector: Linda Mendillo, Treasurer: Carleen Lefebvre, Stephen Baker, Director of Public Safety & Emergency Management URI

Absent: Warden Vincent Rose; DC Chris DeGrave and DC Tom Reed

Call to order: President Cobb called the Board of Wardens meeting to order at 6:38p.m.

Information/Comments/Questions from the Public: There were no questions or comments from the public.

Approval of Minutes: McNab made and Cobb seconded a motion to accept the minutes from the budget hearing and warden's meeting on 5/28/15.

The minutes were reviewed. There was one amendment. Ina Sciabarrasi was not present. The question was called. The motion passed unanimously as amended.

Tax Collector's Report:

Sciabarrasi made and McNab seconded a motion to accept the treasurer's report. Discussion followed. The question was called. The motion passed unanimously.

URI Report:

McNab made and Sciabarrasi seconded a motion to accept the report from Director Baker. Discussion followed. The date of his report was changed to 2015. The question was called and the report was accepted unanimously as amended.

Chiefs' Report

McNab made and Sciabarrasi seconded a motion to accept the Chiefs' report. Discussion followed. The question was called and the motion passed unanimously.

Treasurer's Report:

Sciabarrasi made and McNab seconded a motion to accept the treasurer's report. Lefebvre presented the report. The board reviewed it. There was no further discussion or questions.. The motion passed unanimously.

Finance Committee up-date/Report: there were no updates.

Next meetings:

August 27, 2015 at 9:00 a.m.

October 22, 2015 at 9:00 a.m.

New Business:**Election of offices for 2015-2016:**

A motion was made by McNab to nominate Donald Cobb as President, seconded by Sciabarrasi.

The question was called and the motion passed unanimously.

A motion was made by Cobb to nominate Ina Sciabarrasi as Vice President, seconded by McNab.

The question was called and the motion passed unanimously.

A motion was made by McNab to nominate Sandra Koerner as Secretary, seconded by Cobb.

The question was called and the motion passed unanimously.

Review of Warden Assignments for 2015-2016.

Donald Cobb will be liason to fire company.

Ina Sciabarrasi will remain Chair of the Finance Committee

Discussion of a Human Resource coordinator was tabled.

Appointments of Chiefs

A motion was made by McNab to reappoint Nate Barrington as Chief. This was seconded by Cobb. The question was called and the motion carried unanimously.

A motion was made by Sciabarrasi to reappoint Tom Reed as Deputy Chief. This was seconded by Cobb. The question was called and the motion carried unanimously.

A motion was made by Sciabarrasi to reappoint Chris DeGrave as Deputy Chief. This was seconded by McNab. The question was called and the motion carried unanimously.

Policies to Review for Posting - there were none.

SOG's to Review – N/A

Policies to Approve: The Human Resource Policy was presented with a few changes

RFP Review:**1) Audit**

A motion was made by Cobb to empower the audit committee to make a selection and send the name to the auditor general for approval. This was seconded by Sciabarrasi. Discussion followed. The question was called and the motion carried unanimously.

2) Chief's Vehicle

A motion was made by Sciabarrasi and seconded by McNab to accept the bid from Masse GMC for \$30,695. Discussion followed. The question was called and the motion carried unanimously.

Action Items:

New office manager will start July 6th.

By-laws will be discussed at next month's warden's meeting.

Old Business:

There was no old business.

Communications:

There were no communications.

Information:

Upcoming warden's meetings:

July 23, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

August 27, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

September 24, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

October 22, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

November 12, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

December 10, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

Adjournment:

A motion was made by Cobb and seconded by Sciabarassi to adjourn the meeting. The meeting was adjourned at 8:26. The motion carried unanimously.

Respectfully submitted,

Sandy Koerner

Appointed Secretary.